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GOVERNOR'S PROGRAM ON ABSTINENCE

A GRANT OF LOUISIANA EAGLE EDUCATION FOUNDATION

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SHREVEPORT, LOUISIANA

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FINANCIAL STATEMENTS
FEBRUARY 29, 2000

Under provisions of state law, this report is a public document. A copy of the report has been submitted to the entity and other appropriate public officials. The report is available for public inspection at the Baton Rouge office of the Legislative Auditor and, where appropriate, at the office of the parish clerk of court.

Release Date $\Omega - 3-\Omega$

Marsha O. Millican Certified Public Accountant Shreveport, Louisiana

A GRANT OF LOUISIANA EAGLE EDUCATION FOUNDATION

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Marsha O. Millican

CERTIFIED PUBLIC ACCOUNTANT

Independent Auditor's Report

Board of Directors Louisiana Eagle Education Foundation Shreveport, Louisiana

I was engaged to audit the accompanying grant financial statements of Governor's Program on Abstinence, a grant of Louisiana Eagle Education Foundation as of and for the year ended February 29, 2000. These grant financial statements are the responsibility of Louisiana Eagle Education Foundation's management. My responsibility is to express an opinion on these grant financial statements based on my audit.

Governor's Program on Abstinence Grant did not segregate grant program costs nor was a general ledger maintained for grant expenditures.

Because the financial records maintained for Governor's Program on Abstinence Grant were inadequate, the scope of my work was not sufficient to enable me to express, and I do not express, an opinion on the financial statements referred to in the first paragraph.

In accordance with <u>Government Auditing Standards</u>, I have also issued my report dated August 30, 2000 on my consideration of Governor's Program on Abstinence's internal control structure and on its compliance with laws and regulations.

I was engaged for the purpose of forming an opinion on the grant financial statements. The schedule listed in the table of contents as supplementary information is presented for purposes of additional analysis and is not a required part of the grant financial statements of Governor's Program on Abstinence, a grant of Louisiana Eagle Education Foundation. Because the financial records maintained for Governor's Program on Abstinence Grant were inadequate, the scope of my work was not sufficient to enable me to express, and I do not express, an opinion on this schedule.

Certified Public Accountant

Marcha P. Millicar

August 30, 2000

EXHIBIT A

GOVERNOR'S PROGRAM ON ABSTINENCE

A GRANT OF LOUISIANA EAGLE EDUCATION FOUNDATION

Balance Sheet

February 29, 2000

Assets Grant Receivable	<u>\$ 37,928</u>
Total Assets	<u>\$ 37,928</u>
Liabilities and Fund Balance	
Liabilities Accounts Payable	<u>\$ 37,928</u>
Fund Balance	<u> </u>
Total Liabilities and Fund Balance	<u>\$ 37,928</u>

See accompanying notes to financial statements.

A GRANT OF LOUISIANA EAGLE EDUCATION FOUNDATION

Statement of Revenues, Expenditures and Changes in Fund Balance - Budget (GAAP Basis) and Actual

Year Ended February 29, 2000

	Budget	<u>Actual</u>	Variance Favorable (<u>Unfavorable</u>)
Revenues:			
Intergovernmental	\$ 455,130	\$ 455,130	\$ -
In-kind contributions	<u>230,953</u>	<u>255,719</u>	<u>24,766</u>
Total revenues	686,083	710,849	<u>24,766</u>
Expenditures:			
Salaries	175,000	174,833	167
Fringe benefits	32,500	33,662	(1,162)
Other direct expenses	27,520	23,065	4,455
Equipment	51,500	53,198	(1,698)
Travel	6,800	10,520	(3,720)
Supplies	30,000	27,863	2,137
Professional services	•	93,623	(5,413)
Regional workshops	25,900	20,718	5,182
State conference	17,700	17,648	52
In-kind expenditures	230,953	255,719	$(\underline{24,766})$
Total expenditures	686,083	710,849	(24,766)
Excess of Revenues Over Expenditures	•••	_	-
Fund Balance, Beginning of year			<u></u>
Fund Balance,		A	~
End of year	<u> </u>	<u> </u>	<u> </u>

See accompanying notes to financial statements.

A GRANT OF LOUISIANA EAGLE EDUCATION FOUNDATION

Notes to Financial Statements

February 29, 2000

Governor's Program on Abstinence is a grant of Louisiana Eagle Education Foundation. The goal of this program is to make abstinence a household word and a socially accepted topic of discussion among the youth and the adults in the State of Louisiana, to incorporate the support and involvement of the comunities in each region state wide, and to continue to propel the program townard a "cultural shift", beginning with awareness, then understanding, next commitment, and finally from commitment to behavior change.

1. Summary of Significant Accounting Policies:

The financial statements of Governor's Program on Abstinence Grant have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to governmental grants.

The following is a summary of the more significant accounting policies:

Reporting Entity. These financial statements include only information pertaining to the transactions of Governor's Program on Abstinence Grant. As such, the accompanying financial statements do not represent Louisiana Eagle Education Foundation.

<u>Fund Accounting</u>. The Governor's Program on Abstinence is used to account for funds expended in accordance with grants made by the State of Louisiana Department of Health and Hospitals.

Basis of Accounting. Basis of accounting refers to when revenues and expenditures are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurements made, regardless of the measurement focus applied.

The modified accrual basis of accounting is used by Governor's Program on Abstinence Grant. Under the modified accrual basis for accounting, revenues are recognized when they become both measurable and available. "Measurable" means the amount of the transaction can be determined, and "available" means collectible within the current period or soon enough thereafter to be used to pay liabilities for the current period.

Expenditures are recognized under the modified accrual basis of accounting when the related fund liability is incurred.

A GRANT OF LOUISIANA EAGLE EDUCATION FOUNDATION

Notes to Financial Statements (Continued)

February 29, 2000

Budgets. Budgets are adopted on a basis consistent with generally accepted accounting principles.

Grant Receivable. Grant Receivable represents amounts due from the State of Louisiana Department of Health and Hospitals and are fully collectible.

Year 2000 Issues. The internal accounting records of the Grant are Year 2000 compliant.

2. In-Kind Contributions. In-kind contributions were as follows:

Salaries	\$ 120,833
Finge Benefits	24,155
Rent	34,620
Professional Services	5,592
Equipment	69,000
Travel	<u>1,519</u>
mata 1	¢ 255 710
Total	<u>\$ 255,719</u>

3. Related Party Transactions.

The project director for the Grant performs accounting functions and has signatory authority for McRei, Inc. McRei, Inc. was reimbursed for bills it paid and items it purchased on behalf of the Grant as follows:

Telephone	\$ 1,934
Equipment lease	3,756
Office supplies	7,337
Office furnishings	1,677
Salaries	13,921
Travel.	482
Miscellaneous	216
Total	\$ 29.323

Consulting fees paid by the Grant to McRei, Inc. totalled \$14,875.

McRei, Inc. donated the following assets to the Grant: Cash - \$5,537, Furniture and Fixtures - \$12,030, Equipment - \$48,913. The furniture and fixtures and equipment were valued at fair market value on the date of donation.

A GRANT OF LOUISIANA EAGLE EDUCATION FOUNDATION

Schedule of Expenditures of Financial Awards

For the Year Ended February 29, 2000

Ending Balance at Feb 29, 2000			v	•	S
Disbursements/ Expenditures			\$ 151,710	303,420	\$ 455,130
Receipts/ Revenue D Recognized E			\$ 151,710	303,420	\$ 455,130
Beginning Balance at March 1,1999			r	1	1
Program Award Amount			\$ 151,710	303,420	\$ 455,130
Federal CFDA Number			98.235	98.235	
Federal Grantor/ Pass-through Grantor/ Program Title	U.S. Department of Health and Human Services	Governor's Program on Abstinence Grant Passed through:	ल १	Governor's Office)	Total

Marsha O. Millican

CERTIFIED PUBLIC ACCOUNTANT

INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE AND ON INTERNAL CONTROL OVER FINANCIAL REPORTING BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

Board of Directors Louisiana Eagle Education Foundation Shreveport, Louisiana

I was engaged to audit the financial statements of Governor's Program on Abstinence, a grant of Louisiana Eagle Education Foundation as of and for the year ended February 29, 2000. Because the financial records maintained for Governor's Program on Abstinence Grant were inadequate, the scope of my work was not sufficient to enable me to express, and I did not express, an opinion on the financial statements of Governor's Program on Abstinence Grant.

Compliance

As part of obtaining reasonable assurance about whether Governor's Program on Abstinence, a grant of Louisiana Eagle Education Foundation's financial statements are free of material misstatement, I was engaged to perform tests of its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of my audit engagement, and, accordingly, I do not express such an opinion. I was unable to complete my tests because of material noncompliance that is required to be reported under Government Auditing Standards and is described in the accompanying schedule of findings and questioned costs as Item #1.

Internal Control Over Financial Reporting

In planning and performing my audit, I considered Governor's Program on Abstinence, a grant of Louisiana Eagle Education Foundation's internal control over financial reporting in order to determine my auditing procedures for the purpose of expressing my opinion on the financial statements and not to provide assurance on the internal control over financial reporting. However, I noted a certain matter involving the internal control over financial reporting and its operation that I consider to be a reportable condition. Reportable conditions involve matters coming to my attention relating to significant deficiencies in the design or operation of the internal control over financial reporting that, in my judgment, could adversely affect Governor's Program on Abstinence's ability to record, process, summarize and report financial data consistent with the assertions of management in the

financial statements. The reportable condition is described in the accompanying schedule of findings and questioned costs as item #2.

A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. My consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control over financial reporting that might be reportable conditions and, accordingly, would not necessarily disclose all reportable conditions that are also considered to be material weaknesses. However, I consider item #2 to be a material weakness.

This report is intended soley for the information and use of management, the Board of Directors and applicable federal and state cognizant agencies and is not intended to be, and should not be, used by anyone other than the specified parties.

Certified Public Accountant

Marsha D. Millican

August 30, 2000

Marsha O. Millican

CERTIFIED PUBLIC ACCOUNTANT

INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE WITH REQUIREMENTS APPLICABLE TO EACH MAJOR PROGRAM AND INTERNAL CONTROL OVER COMPLIANCE IN ACCORDANCE WITH OMB CIRCULAR A-133

Board of Directors Louisiana Eagle Education Foundation Shreveport, Louisiana

<u>Compliance</u>

I was engaged to audit the compliance of Governor's Program on Abstinence, a grant of Louisiana Eagle Education Foundation with the types of compliance requirements described in the <u>U.S. Office of Management and Budget (OMB) Circular A-133 Compliance Supplement that are applicable to its major federal program for the year ended February 29, 2000. Compliance with requirements of laws, regulations, contracts and grants applicable to its major federal programs is the responsibility of Governor's Program on Abstinence, a grant of Louisiana Eagle Education Foundation's management. My responsibility is to express an opinion on Governor's Program on Abstinence's compliance based on my audit.</u>

Because the financial records maintained for Governor's Program on Abstinence Grant were inadequate, I was unable to complete my audit of compliance in accordance with generally accepted auditing standards; the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States; and OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations.

As described in item #1, in the accompanying schedule of findings and questioned costs, Governor's Program on Abstinence, a grant of Louisiana Eagle Education Foundation did not comply with the requirements of segregating program costs or maintaining an accounting of allowable grant expenditures. Compliance with such requirements is necessary, in my opinion, for Governor's Program on Abstinence, a grant of Louisiana Eagle Education Foundation to comply with the requirements applicable to this program.

Internal Control Over Compliance

The management of Governor's Program on Abstinence, a grant of Louisiana Eagle Education Foundation is responsible for establishing and maintaining effective internal control over compliance with requirements of laws, regulations, contracts and grants applicable to federal programs. In planning and performing my audit, I considered the Grant's internal control over compliance

with requirements that could have a direct and material effect on a major federal program in order to determine my auditing procedures for the purpose of expressing my opinion on compliance and to test and report on internal control over compliance in accordance with OMB Circular A-133.

I noted a certain matter involving the internal control over compliance and its operation that I consider to be a reportable condition. Reportable conditions involve matters coming to my attention relating to significant deficiencies in the design or operation of the internal control over compliance that, in my judgment, could adversely affect the Grant's ability to administer a major federal program in accordance with applicable requirements of laws, regulations, contracts and grants. Reportable conditions are described in the schedule of findings and qustioned costs as item #2.

A material weakness is a condition in which the design or operation of one or more on the internal control components does not reduce to a relatively low level the risk that noncompliance with applicable requirements of laws, regulations, contracts and grants that would be material in relation to a major federal program being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. However, I believe reportable condition # 2 as described in the schedule of findings and questioned costs is a material weakness.

This report is intended solely for the information and use of management, the Board of Directors and applicable federal and state cognizant agencies and is not intended to be, and should not be, used by anyone other than the specified parties.

Certified Public Accountant

Marsha D. Millican

August 30, 2000

Governor's Program on Abstinence

A Grant of Louisiana Eagle Education Foundation

Schedule of Findings and Questioned Costs

For the Year Ended February 29, 2000

Finding/Noncompliance

Questioned Costs

1 Criteria:

The program costs were not segregated nor was the general ledger for grant expenditures maintained as required in order to determine which costs were allowable costs for the program. This resulted in a disclaimer of opinion on the financial statements.

Unknown

Cause:

Louisiana Eagle Education
Foundation was incorporated
in Louisiana on February 8,
1999. When we were awarded this
grant, we engaged a certified
public accounting firm to set up
our bookkeeping system,
including the grant. This
was our first year to receive
grant monies, and we relied
on the advice of professionals
and did not realize that the
grant expenditures should be
recorded separately from other
expenditures.

Recommendation:

I recommend that a separate bank account and general ledger be maintained for grant proceeds and expenditures, and that documentation for all grant expenditures be maintained.

Management's Response:

We have engaged a consultant to maintain our grant records in accordance with federal and state grant requirements to insure this situation does not reoccur.

Governor's Program on Abstinence

A Grant of Louisiana Eagle Education Foundation Schedule of Findings and Questioned Costs (Continued)

For the Year Ended February 29, 2000

Questioned

Finding/Noncompliance

Costs

2 Criteria:

The segregation of duties is inadequate to provide

effective internal control.

-0-

Cause:

The condition is due to

economic and space

limitations.

Recommendation:

No action is recommended.

Management's

Response:

We concur with the finding.

FORM SF-SAC (8-97)

U.S. DEPARTMENT OF COMMERCE - BUREAU OF THE CENSUS ACTING AS COLLECTING AGENT FOR OFFICE OF MANAGEMENT AND BUDGET

Data Collection Form for Reporting on

AUDITS OF STATES, LOCAL GOVERNMENTS, AND NON-PROFIT ORGANIZATIONS

Complete this form, as required by OMB Circular A-133, "Aud of States, Local Governments, and Non-Profit Organizations."	its Single Audit Clearinghouse 1201 E. 10th Street Jeffersonville, IN 47132			
GENERAL INFORMATION (To be con	npleted by auditee, except for Item 7)			
I. Fiscal year ending date for this submission	2. Type of Circular A-133 audit			
Month Day Year 2 / 29 2000	1 🔲 Single audit 2 😾 Program-specific audit			
3. Audit period covered 1囚 Annual 3□ Other - Months 2□ Biennial	FEDERAL GOVERNMENT USE ONLY 4. Date received by Federal clearinghouse			
5. Employer Identification Number (EIN) a. Auditee EIN 7 2 1 39 3 38 8 b. Are mu	Itiple EINs covered in this report? □ Yes 2□ No			
5. AUDITEE INFORMATION	7. AUDITOR INFORMATION (To be completed by auditor)			
a. Auditee name Governor's Program on Abstinence b. Auditee address (Number and street) 3937 Pines Road, Suite H City Shreveport State ZIP Code Louisiana 71119 c. Auditee contact Name Beverly Markham Title Project Coordinator d. Auditee contact telephone (318) 861-1526 e. Auditee contact FAX (Optional) (318) 631-7850 f. Auditee contact E-mail (Optional)	A. Auditor name Marsha O. Millican b. Auditor address (Number and street) 754 Dalzell City Shreveport State Louisiana 71104 c. Auditor contact Name Marsha O. Millican Title CPA, Owner d. Auditor contact telephone (318) 221 - 3881 e. Auditor contact FAX (Optional) (318) 221-4641 f. Auditor contact E-mail (Optional)			
g. AUDITEE CERTIFICATION STATEMENT - This is to certify that, to the best of my knowledge and belief, the auditee has: (1) Engaged an auditor to perform an audit in accordance with the provisions of OMB Circular A-133 for the period described in Part I, Items 1 and 3, (2) the auditor has completed such audit and presented a signed audit report which states that the audit was conducted in accordance with the provisions of the Circular; and, (3) the information included in Parts I, II, and III of this data collection form is accurate and complete. I declare that the foregoing is true and correct Stonature of certifying official PINANCIAL MANAGER	9- AUDITOR STATEMENT – The data elements and information included in this form are limited to those prescribed by OMB Circular A-133. The information included in Parts II and III of the form, except for Part III, Items 5 and 6, was transferred from the auditor's report(s) for the period described in Part I, Items 1 and 3, and is not a substitute for such reports. The auditor has not performed any auditing procedures since the date of the auditor's report(s). A copy of the reporting package required by OMB Circular A-133, which includes the complete auditor's report(s), is available in its entirety from the auditee at the address provided in Part I of this form. As required by OMB Circular A-133, the information in Parts II and till of the form was entered in this form by the auditor based on information included in the reporting package. The auditor has not performed any additional auditing procedures in connection with the completion of this form. Signature of auditor. Nawa Mawawawawawawawawawawawawawawawawawa			

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PART GENERAL	INFORMATION - Continued	1 	
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1 Cognizant agency	2 🛛 Oversight agency		
9. Name of Federal cognizan	t or oversight agency for audit	t (Mark (X) one box)	
African Development Foundation 2 Agency for International Development Agriculture Commerce 4 Corporation for National and Community Service Defense	Federal Emergency Management Agency Federal Mediation and Conciliation Service General Services Administration Health and Human Services Housing and Urban Development Institute for Museum	Justice 17 Labor 43 National Aeronautics and Space Administration 89 National Archives and Records Administraton 05 National Endowment for the Arts 06 National Endowment for the Humanities	98 ☐ Peace Corps 59 ☐ Small Business Administration 96 ☐ Social Security Administration 19 ☐ State 20 ☐ Transportation 21 ☐ Treasury 82 ☐ United States Information Agency 64 ☐ Veterans Affairs
84 [] Education	Services o Inter-American	47 National Science Foundation	☐ Other - Specify:
81 Energy 66 Environmental	Foundation	of Office of National Drug	
Protection Agency	15 🔲 Interior	Control Policy	
PARIL FINANCIA	L STATEMENTS (To be comp	pleted by auditor)	······································
1. Type of audit report (Mai			······································
1 Unqualified opinion	2 Oualified opinion 3	Adverse opinion 4 k Disc	laimer of opinion
2. Is a "going concern" explain paragraph included in the		3 No	······································
3. Is a reportable condition d	isclosed? 1 X Yes 2	No – SKIP to Item 5	
4. Is any reportable condition as a material weakness?	reported 1 Yes 2) No	
5. Is a material noncompliand	ce disclosed? 1 🖾 Yes 2 🗓	3 No	
FEDERAL	PROGRAMS (To be complete	d by auditor)	——————————————————————————————————————
1. Type of audit report on ma	· - · · · · · · · · · · · · · · · · · ·		
1[] Unqualified opinion	2 Oualified opinion 3	Adverse opinion 42 Discla	imer of opinion
2. What is the dollar threshol	d to distinguish Type A and Ty	ype B programs §520(b)?	· <u> </u>
\$ 300,000			
3. Did the auditee qualify as	a low-risk auditee (§530)?		
1½] Yes 2[No		··	
4. Are there any audit finding 1X Yes 2[No	s required to be reported und	er §510(a)?	
5. Which Federal Agencies ar	e required to receive the repo	rting package? (Mark (X) all t	hat apply)
er[] African Development Foundation	вз (-) Federal Emergency Management Agency	16[] Justice 17[] Labor	08[] Peace Corps 59[] Small Business
O2 Agency for International Development 10 Agriculture 11 Commerce 94 Corporation for National and Community Service 12 Defense 84 Education 81 Environmental Protection Agency	Federal Mediation and Conciliation Service 39 [] General Services Administration 93 [X] Health and Human Services 14 [] Housing and Urban Development 13 [] Institute for Museum Services 14 [] Inter-American Foundation 15 [] Interior	National Aeronautics and Space Administration Sul National Archives and Records Administraton Sul National Endowment for the Arts Out National Endowment for the Humanities Are National Science foundation Office of National Drug Control Policy	Administration 96 [] Social Security
Page 2		· · · · · · · · · · · · · · · · · ·	i and say and

Audit finding number(s) IF ADDITIONAL LINES ARE NEEDED, PLEASE PHOTOCOPY THIS-PAGE, ATTACH ADDITIONAL PAGES TO THE FORM, AND SEE INSTRUCTIONS reference Ø <u>თ</u> 2 ∞ findings³ ျွ ္ဗ ပ္က ျှင Ç O O O Internal control Ü ω <u>©</u> ന 3 Ø å Ö B Ö Ö Ö Č ₽ Ž A B B ŌĞ A Ö ∢ ന d D B B ∢ 🚾 ⋖∞ \triangleleft \square COSTS ω questioned rH Amount of Unknown QUESTIONED costs N છ <u>____</u> ES. 6 63 63 4/7 W **(1)** 4 (J) **(/) (1)** AND requirement² compliance Type of FINDINGS $\widehat{\mathfrak{Q}}$ ďΩ TION Major program ı ☐ Yes ¹ ☐ Yes ² ☐ No ¹ ☐ Yes es es es es es es es es 0 O 0 0 О О O 2 [] Z (n) ⋖ Z ΔÖ 7 -7 7 C ~ 30 455,130 expended Amount Q 455 B S S S 3 Ø S 3 3 (f) S YEAR **AWARDS EXPENDED** Continued FISCAL Name of Federal DURING Program program FEDERAL PROGRAMS ā EXPENDED e W overnor EDERAL WARDS CFDA number œ ω

TU SIGPO 1997 549 6 % 60 D 4

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FORM SESAC (8.97)

reported for each Federal program.) Subrecipient monitoring Special tests and provisions None Reporting ijĔżο identifying number when the Catalog of Federal Domestic Assistance (CFDA) number is not available. ance requirement (Enter the letter(s) of all that apply to audit findings and questioned costs ம் ப் Activities allowed or unallowed compli ö O O

other

 $A \otimes O \cap ui u$

Allowable costs/cost principles
Cash management
Davis - Bacon Act
Eligibility
Equipment and real property management

ernal control findings (Mark (X) all that apply)

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S. Matching, level of effort, earmarking
4. Period of availability of funds
Procurement
1. Program income
3. Real property acquisition and

relocation assistance

C. None reported

Reportable conditions